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ABSTRACT

In 1977-78 and again in 1980-81, extensive evaluations of learning resource services at Lake-Sumter Community College (LSCC) were conducted to determine: (1) the extent to which the Learning Resource Center (LRC) contributes to the stated purpose of the college; (2) the extent to which it meets its own objectives; (3) the extent to which the LRC provides benefits beyond its stated objectives; (4) the effectiveness of various LRC activities; and (5) the adequacy of resources allocated to the LRC. The study involved student and faculty surveys, which asked respondents to rate various aspects of the LRC and to provide usage data, and the collection of statistical data on subject-area collections, growth by collection, circulation by subject area, attendance, use by community members, users of library services, LRC expenditures, and LRC physical facilities. Responses from 43 faculty members (47% of those surveyed) and 208 students revealed that the ratings of the LRC services were generally good, with the ratings of LSCC personnel higher for the library than for the media center. Of the responding students, 57% used the library more than twice a week; 68% used the media center less than once a week. The study report explains methodology and limitations, summarizes findings, and presents recommendations for future use studies. Extensive appendices include survey results and instruments and data on the LRC's collections, use, facilities, and services. (KL)

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A MODEL FOR EVALUATING LEARNING RESOURCES

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Lake-Sumter Community College

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Florida Statewide Conference on Institutional Research
Fort Lauderdale, Florida
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A MODEL FOR EVALUATING LEARNING RESOURCES

ABSTRACT

A vital component of any educational institution is the services provided by the learning resources programs of the institution. Learning resources, which include both print media (library) and non-print media (films, recordings, TV, CAI, etc.), provide a storehouse of knowledge needed to support instruction, research and community service.

Lake-Sumter Community College conducted extensive evaluations of learning resources services in 1977-78 and again in 1980-81. The evaluations were conducted by the Office of Planning and Research at the request of and with the advice of the Learning Resources Committee. From these evaluations has emerged a model that may be adapted for use by other institutions. The specific purposes of the evaluation were to assess the following:

1. The extent to which the LRC contributes to the attainment or the stated purpose of L-SCC;

2. The extent to which the LRC meets its own state objectives;

3. The extent to which the LRC provides benefits beyond those implied by stated purposes and objectives;

4. The effectiveness of the various activities of the LRC;

5. The adequacy of resources allocated to the LRC.

In designing the study, each of the above objectives was considered. Indicators and methods were selected for measuring each, based on practicality and logical relationships between the objectives of the study and the indicators. Specifically, the following methods were used:

1. Student and patron surveys (Oct.-Nov., 1980);

2. Faculty/staff surveys (Oct.-Nov., 1980);

3. Statistical data
   a. Analysis of collections by subject-matter area
   b. Growth of collection
   c. Circulation (by subject-matter area, if possible)
   d. Attendance: staff, students, other
   e. Number of cards held by community members
   f. Use of services: inter-library loan, FEIS, media production, etc.
   g. LRC expenditures
   h. LRC physical facilities--space available and space needed

The results of the surveys and the statistical data formed the basis of conclusions and recommendations which were presented in a report to the Director of Learning Resources and the Learning Resources Committee.

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A MODEL FOR EVALUATING LEARNING RESOURCES

Introduction

A vital component of any educational institution is the services provided by the learning resources programs of the institution. Learning resources, which include both print media (library) and non-print media (films, recordings, TV, CAI, etc.), provide a storehouse of knowledge needed to support instruction, research and community service. At Lake-Sumter Community College the two major learning resources programs are the Library, primarily print media, and the Instructional Media Center, primarily non-print media, both under the Learning Resources Center (LRC).

Lake-Sumter Community College conducted extensive evaluations of learning resources services in 1977-78 and again in 1980-81. The evaluations were conducted by the Office of Planning and Research at the request of and with the advice of the Learning Resources Committee. From these evaluations has emerged a model that may be adapted for use by other institutions. The specific purposes of the evaluation were to assess the following:

1. The extent to which the LRC contributes to the attainment or the stated purpose of L-SCC;
2. The extent to which the LRC meets its own stated objectives;
3. The extent to which the LRC provides benefits beyond those implied by stated purposes and objectives;
4. The effectiveness of the various activities of the LRC;
5. The adequacy of resources allocated to the LRC.

Methodology

In designing the study, each of the above objectives was considered. Indicators and methods were selected for measuring each, based on practicality

and logical relationships between the objectives of the study and the indicators. In measuring the extent to which the LRC contributes to the purposes of the college and its own goals, each statement of purpose was considered and at least one method of measuring the achievement of the purpose was selected. One LRC objective was omitted as dealing more with process than with product: "(9) To involve the college and community in establishing resources that would fill their needs." Statements of purpose and the methods for measuring each are found in Appendix A. The third and fourth objectives of the study (concerning benefits beyond the stated purpose and the effectiveness of various LRC activities) would be measured by means of faculty and student surveys. The adequacy of resources would be measured by information concerning expenditures and space allotted to the LRC.

Specifically, the following methods were used in the evaluation:

1. Student survey;
2. Faculty/staff survey;
3. Statistical data:
   a. Analysis of collections by subject-matter area;
   b. Growth by collection;
   c. Circulation by subject-matter area;
   d. Attendance: staff, students and other;
   e. Number of cards held by community members;
   f. Use of services: inter-library loan, FEIS, media production, etc.;
   g. LRC expenditures;
   h. LRC physical facilities--space available and space needed.

The methodology used in the evaluation was developed with the assistance of the Learning Resources Committee. The survey instruments were revised versions of the ones used in the 1977-78 evaluation. In addition to ratings of various aspects of the LRC on a scale of 1 (poor) to 5 (excellent), the surveys asked

questions about the degree of use of various services, and comments and suggestions were requested (see Appendix B).

Survey instruments were distributed to all full-time and part-time instructional, administrative and other professional personnel. Out of a total of 91 instruments, 43 (47%) were returned. Freshman and sophomore English courses were used as vehicles for distributing student surveys. The Director of Planning and Research obtained permission of the instructors involved and distributed the questionnaires to the students. A total of 208 students were surveyed. Both surveys were conducted late in the fall term so that all respondents would have had opportunities to use the LRC services. For the ratings of aspects of the LRC, distributions were tabulated and median scores calculated. Usage distributions were tabulated for the services offered by the LRC. Comments and suggestions were then summarized. Summaries of the results of both surveys are found in Appendix C. Statistical data were obtained from the records of the LRC and from the institution's financial records. There were problems in determining the number of library cards held by community members who are not students. Credit students are issued cards during registration. Other citizens of Lake and Sumter Counties may also obtain cards, but no records are kept of those who are or are not students, only the total cards issued by day and by month. Furthermore, many students enroll for only one or two terms, especially those who are classified as enrolling for "Other Personal Objectives." The number of cards issued after the close of registration was used as an indicator of the number of community members holding cards who are not students and as a measure of the community service aspect of the

LRC. These and other data are summarized in Appendix D. Finally, information was obtained concerning services and activities of the LRC beyond the expected range indicated by the stated objectives (Appendix E).

The results of the surveys and the statistical data formed the basis of conclusions and recommendations which were presented in a report to the Director of Learning Resources and the Learning Resources Committee.

A brief report was prepared for the Director of Learning Resources and the Learning Resources Committee. The report included the following topics: a brief summary of the purposes and methodology; a brief summary of the results of the surveys; evaluations of the extent to which the LRC contributes to its and the college's purposes; the extent to which it provides other benefits; the effectiveness of various activities; the adequacy of its resources; and conclusions and recommendations.

Conclusions and Recommendations

The study resulted in no surprises. In general, the ratings of the services were good, with medians from 4 to 5. The ratings L-SCC personnel gave to the Library were generally higher than those given the Media Center and higher than student ratings. Only 3% of the student ratings and 2% of the personnel ratings were 1's or 2's. As for student use of the facilities, 57% used the Library more than twice a week; 68% used the Media Center less than once a week. This can be explained in part by the specialized nature of the materials in the Media Center. The distribution of respondents of both the student and personnel surveys was inadequate. The respondents of the student survey did not include any "unclassified" students or any taking courses for personal objectives. However, a separate study of off-campus and evening students is expected to correct this deficiency. A large proportion of the respondents to the personnel survey failed to complete fully the demographic section of the questionnaire; thus, it is impossible to assess the distribution of these respondents or to evaluate completely the services to specific kinds of programs.

Most of the objectives of the study were met as planned. Two exceptions fall under the first objective, evaluation related to the college's purpose. Failure to identify students in developmental classes or their instructors eliminated the possibility of evaluating services to developmental instruction. And, as previously mentioned, LRC services to students taking courses for personal objectives will be evaluated in a separate study.

The following recommendations should help improve future studies of this kind:

1. Provide for better distribution of questionnaires to students and for identification of students in compensatory classes;

2. Pre-enter demographic information in personnel questionnaires;
3. Use additional methods of assessing community service, such as a community survey;
4. Review the formats of the questionnaires.

APPENDIX A

Lake-Sumter Community College

PURPOSE

Within the quidelines of the State of Florida and the Division of Community Colleges, the specific purposes of the college are to provide

1. Programs paralleling the freshman and sophomore years at four-year colleges and universities, including a program of general education consistent with the Articulation Agreement between the Division of Community Colleges and the State University System.

2. Occupational programs which develop skills necessary for entry into a vocational/technical field, for advancement in a current occupation, or for a mid-life career change, as well as programs designed for business, industry and other organizations.

3. Developmental programs designed for the educationally disadvantaged.

4. Cultural, social and community service activities intended to enrich not only the lives of the students, but also of the entire community.

5. Credit and non-credit courses for those persons desiring fulfillment of personal educational objectives.

6. A program of student services, including admissions, orientation, financial aid and counseling, which will assist students in making meaningful and appropriate academic, career and personal decisions.

LEARNING RESOURCES CENTER

OBJECTIVES

Statement of Objectives

The Lake-Sumter Community College Learning Resources Center is the educational and cultural materials center for both students and faculty. The materials are selected with consideration for the needs and the interests of those it serves.

(1) To serve as the center and the focal point for all curricular materials of the institution;

(2) To provide a diverse, extensive and up-to-date collection of materials such as books, periodicals, recordings, films and other non-print materials;

(3) To provide a professional staff and a facility for consultation, production, acquisition, evaluation and disbursement of audiovisual resources and instructional materials;

(4) To serve as a clearinghouse for all Learning Resources Center materials and relationships with other agencies, local, state and national;

(5) To serve as a teaching agency for the students by giving instruction in the use of materials and the facilities;

(6) To furnish reading guidance and reference service and to stimulate interest in books and non-print materials;

(7) To serve the people of the community by augmenting available resource facilities;

(8) To provide an atmosphere in the Learning Resources Center which will contribute to individual growth in factual knowledge, in the enjoyment and appreciation of literature and in aesthetic and ethical values;

(9) To involve the college and community in establishing resources that would fill their needs;

(10) To provide a place of study for faculty, students and members of the community.

EVALUATION METHODS

Objective 1. Evaluation Related to the L-SCC Stated Purpose

A. Academic Instruction
- Survey of A.A. degree-seeking students
  - Use of LRC facilities and services
  - Ratings of the LRC facilities and services
- Survey of faculty: humanities, social sciences, mathematics, natural sciences
  - Use of LRC services
  - Ratings of LRC facilities and services

B. Occupational Instruction
- Survey of students in vocational programs
  - Use of LRC services and facilities
  - Ratings of LRC services and facilities
- Survey of faculty in technology, business, health
  - Use of LRC services
  - Ratings of LRC facilities and services

C. Developmental Instruction
- Survey of students in developmental courses
  - Use of LRC facilities and services
  - Ratings of LRC facilities and services

D. Community Service
- Estimate of LRC membership cards issued to non-students, 1979-80, 1980-81

E. Other Courses Meeting Students' Personal Objectives
- Survey of students not in degree or certificate programs: survey of evening and off-campus students

F. Student Services
- Survey of student services personnel
  - Use of facilities and services
  - Ratings of facilities and services

Objective 2. Evaluation Related to the LRC Objectives

A. Curriculum Materials Center
- Survey of instructional personnel
  - Use of Services
- Circulation of equipment and materials

B. Collection
- Growth
- Distribution

C. Instructional Media
- Survey of personnel
  - Use of facilities and services
  - Ratings of facilities and services

C. Instructional Media (continued)
    Survey of students
        Use of facilities and services
        Ratings of facilities and services

D. Clearinghouse
    Survey of personnel
        Use and rating of services

E. Instruction
    Survey of students
        Use and evaluation of orientation

F. Reading, Guidance, Reference Services
    Survey of personnel
        Ratings of LRC personnel
        Use and rating of reference service

G. Community Service
    Cards to non-students

H. Atmosphere
    Surveys of personnel and students
        Ratings of atmosphere

I. Does Not Apply

J. Place of Study
    Attendance data
    Survey of students
        Use of facilities
        Ratings of facilities

Objective 3. Evaluation Related to Other Benefits

List of Other Activities and Services

Objective 4. Evaluation of LRC Activities

Survey of Personnel

Adequacy of Services

Objective 5. Evaluation Related to Resources

Amount and Percent of LRC Expenditures: 1974-75 - 1979-80

Space Needed and Space Available

APPENDIX B

Instruments

MEMORANDUM

TO: L-SCC Personnel

FROM: Lester Ruth

SUBJECT: Evaluation of the Learning Resource Center

At the request of the Learning Resources Committee, I am conducting an evaluation of the Learning Resources Center. As part of the evaluation, a survey of college personnel is being conducted.

Attached is a copy of the survey questionnaire. Please complete it and return it to the Office of Planning and Research by Wednesday, November 19, 1980. If you have any questions, you may call me at extension 73. The results of the evaluation will be made available to all personnel.

LEARNING RESOURCE CENTER Staff Questionnaire

Instructor____ Administrator____ Other Professional____

Full-Time____ Part-Time____ Department_____

Please rate the Library and Media Center (circle appropriate answer).

	LIBRARY						MEDIA CENTER					
	No Opinion	Excellent				Poor	No Opinion	Excellent				Poor
1. Physical Facilities												
a. Atmosphere	0	5	4	3	2	1	0	5	4	3	2	1
b. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
c. Hours Open	0	5	4	3	2	1	0	5	4	3	2	1
d. Arrangement	0	5	4	3	2	1	0	5	4	3	2	1
2. Staff												
a. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
b. Helpfulness	0	5	4	3	2	1	0	5	4	3	2	1
c. Efficiency	0	5	4	3	2	1	0	5	4	3	2	1
d. Effectiveness	0	5	4	3	2	1	0	5	4	3	2	1
3. Materials												
a. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
b. Availability	0	5	4	3	2	1	0	5	4	3	2	1
4. Equipment												
a. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
b. Availability	0	5	4	3	2	1	0	5	4	3	2	1

Please rate the following services offered by the Learning Resource Center.

	Do you use the Service?		Is the service adequate?	
	Yes	No	Yes	No
Physical Facilities				
By Yourself				
By Your Students				
Books, Periodicals, etc.				
By Yourself				
By Your Students				
A-V (Non-Print) Materials				
In Class				
In the Media Center				
Production Facilities				
A-V Equipment				
Circulation				
Repair				
Media Consultant				
Inter-Library Loan, Fla. Educators Info. Service, etc.				
Reference Service				

If you have any comments or suggestions, please write them on the back.

LEARNING RESOURCE CENTER EVALUATION Student Questionnaire

Freshman_____ Sophomore_____ Other_____ Full-Time_____ Part-Time_____

Major Field of Study _____

Have you attended an orientation lecture on the use of the Learning Resource Center? Yes_____ No_____
If Yes, did you find the information helpful? Yes_____ No_____
If No, would such an activity be helpful to you? Yes_____ No_____

Approximately how many times per week do you use the Learning Resource Center?

	5 or More	3-4	1-2	Less than 1
Library				
Media Center				

Please rate the Library and Media Center (circle appropriate answer).

	LIBRARY						MEDIA CENTER					
	No Opinion	Excellent				Poor	No Opinion	Excellent				Poor
1. Physical Facilities												
a. Atmosphere	0	5	4	3	2	1	0	5	4	3	2	1
b. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
c. Hours Open	0	5	4	3	2	1	0	5	4	3	2	1
d. Arrangement	0	5	4	3	2	1	0	5	4	3	2	1
2. Staff												
a. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
b. Helpfulness	0	5	4	3	2	1	0	5	4	3	2	1
c. Efficiency	0	5	4	3	2	1	0	5	4	3	2	1
d. Effectiveness	0	5	4	3	2	1	0	5	4	3	2	1
3. Materials												
a. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
b. Availability	0	5	4	3	2	1	0	5	4	3	2	1
4. Equipment												
a. Adequacy	0	5	4	3	2	1	0	5	4	3	2	1
b. Availability	0	5	4	3	2	1	0	5	4	3	2	1

If you have any suggestions for improvement, please write them below and on the back if necessary.

APPENDIX C

Survey Results

ALL STUDENTS T

LEARNING RESOURCE CENTER EVALUATION Results: Student Questionnaire P.15

Freshman 142 Sophomore 66 Other -0- Full-Time 172 Part-Time 36

Major Field of Study All 208

Orientation

The following attended an orientation lecture on the use of the Learning Resource Center:

Number 150 72 Percent

Of those attending, the following said the information was helpful:

Number 140 93 Percent

Of those not attending, the following said the information would be helpful:

Number 43 74 Percent

Use of LRC (times per week)

	5 or more		3-4		1-2		Less than 1	
Library	40	19%	78	38%	71	34%	19	9%
Media Center	2	1%	6	3%	53	28%	128	68%

	Number of Responses											
	LIBRARY						MEDIA CENTER					
	Median	Excell. 5	4	3	2	Poor 1	Median	Excell. 5	4	3	2	Poor 1
1. Physical Facilities												
a. Atmosphere	4	110	126	41	2	1	4	75	83	23	1	
b. Adequacy	4	84	135	46	5		4	66	86	23		1
c. Hours Open	4	133	84	108	12	9	4	75	60	26	3	2
d. Arrangement	4	112	120	28	7		4	63	78	25	3	
2. Staff												
a. Adequacy	4	110	121	40	2	1	4	68	84	16	1	1
b. Helpfulness	5	142	92	29	8	2	4	78	70	14	3	2
c. Efficiency	4	112	116	33	6	1	4	66	71	22	1	1
d. Effectiveness	4	106	106	47	6	2	4	71	20	1	1	
3. Materials												
a. Adequacy	4	86	121	62	8	1	4	61	90	25	2	
b. Availability	4	75	120	53	12	2	4	75	69	27	2	1
4. Equipment												
a. Adequacy	4	78	136	48	7	1	5	91	69	18	1	1
b. Availability	4	101	122	38	1		5	88	63	21		

LEARNING RESOURCE CENTER EVALUATION Results: Student Questionnaire

Freshman 104 Sophomore 48 Other -0- Full-Time 127 Part-Time 25

Major Field of Study University Transfer 152

Orientation

The following attended an orientation lecture on the use of the Learning Resource Center:

Number 110 72 Percent

Of those attending, the following said the information was helpful:

Number 107 97 Percent

Of those not attending, the following said the information would be helpful:

Number 31 74 Percent

Use of LRC (times per week)

	5 or more		3-4		1-2		Less than 1	
Library	32	21%	63	41%	48	32%	9	6%
Media Center			2	1%	43	32%	97	67%

	Number of Responses											
	LIBRARY						MEDIA CENTER					
	Median	Excell. 5	4	3	2	Poor 1	Median	Excell. 5	4	3	2	Poor 1
1. Physical Facilities												
a. Atmosphere	4	56	72	22	2		4	42	47	12	1	
b. Adequacy	4	40	78	28	5		4	34	49	16		
c. Hours Open	4	73	44	18	12	5	4	41	36	14	3	1
d. Arrangement	4	59	67	15	5		4	33	47	14	2	
2. Staff												
a. Adequacy	4	58	71	23		1	4	34	49	7	1	1
b. Helpfulness	4	72	62	14	2	2	4	43	39	2	1	
c. Efficiency	4	58	75	17	2	1	4	35	40	13	1	1
d. Effectiveness	4	57	62	27	2	1	4	37	37	12	1	1
3. Materials												
a. Adequacy	4	44	65	37	7	1	4	33	51	12	1	
b. Availability	4	37	77	25	10	2	4	40	43	14	1	
4. Equipment												
a. Adequacy	4	53	78	14	3		4	48	42	9		
b. Availability	4	48	77	19	1		4	48	40	9		

LEARNING RESOURCE CENTER EVALUATION Results: Student Questionnaire

Freshman 23 Sophomore 18 Other ____ Full-Time 36 Part-Time 5

Major Field of Study Occupational 41

Orientation

The following attended an orientation lecture on the use of the Learning Resource Center:

Number 28 68 Percent

Of those attending, the following said the information was helpful:

Number 25 89 Percent

Of those not attending, the following said the information would be helpful:

Number 9 69 Percent

Use of LRC (times per week)

	5 or more		3-4		1-2		Less than 1	
Library	7	17%	10	24%	14	34%	10	24%
Media Center	2	5%	4	10%	6	15%	28	70%

	Number of Responses											
	LIBRARY						MEDIA CENTER					
	Median	Excell. 5	4	3	2	Poor 1	Median	Excell. 5	4	3	2	Poor 1
1. Physical Facilities												
a. Atmosphere	4	14	17	9			4	13	10	4		
b. Adequacy	4	11	22	5			4	11	12	3		
c. Hours Open	4	15	13	8	1		4	11	10	3		
d. Arrangement	4	13	18	5	1		4	10	11	5		
2. Staff												
a. Adequacy	4	11	17	7	2		4	12	13	4		
b. Helpfulness	4	17	10	3			4	12	10	2		1
c. Efficiency	4	14	9	10	3		4	11	9	4		
d. Effectiveness	4	11	14	8	3		4	9	13	3		
3. Materials												
a. Adequacy	4	8	21	9			4	10	12	6		
b. Availability	4	8	19	10			4	11	9	7		
4. Equipment												
a. Adequacy	4	14	15	7			4.5	14	9	5		
b. Availability	4	11	13	11			4	12	7	7		

LEARNING RESOURCE CENTER EVALUATION Results: Student Questionnaire

Freshman 15 Sophomore -0- Other -0- Full-Time 9 Part-Time 6

Major Field of Study Undecided 15

Orientation

The following attended an orientation lecture on the use of the Learning Resource Center:

Number 12 80 Percent

Of those attending, the following said the information was helpful:

Number 8 67 Percent

Of those not attending, the following said the information would be helpful:

Number 3 100 Percent

Use of LRC (times per week)

	5 or more		3-4		1-2		Less than 1	
Library	1	7%	5	33%	9	60%		
Media Center					4	31%	9	69%

	Number of Responses												
	LIBRARY						MEDIA CENTER						
	Median	Excell. 5	4	3	2	Poor 1	Median	Excell. 5	4	3	2	Poor 1
1. Physical Facilities												
a. Atmosphere	4	6	6	3			4	4	4	1		
b. Adequacy	5	8	2	2	1		5	5	3	1		
c. Hours Open	4	5	8	1		1	4.5	3	3			
d. Arrangement	4	5	9	1			4	4	4	1		
2. Staff												
a. Adequacy	4	2	7	3			4	3	6			
b. Helpfulness	5	7	5	1			5	5	2		1	
c. Efficiency	4	5	6		1		5	5	3	1		
d. Effectiveness	4	4	7	3			5	5	3	1		
3. Materials												
a. Adequacy	4	6	5	2			4	4	3	2		
b. Availability	5	8	3			1	4.5	4	2	1		1
4. Equipment												
a. Adequacy	5	8	6				5	5	4			
b. Availability	5	9	5				5	6	3			

Total = 43 T

LEARNING RESOURCE CENTER Results: Staff Questionnaire

Instructor 28 Administrator -0- Other Professional 5 No.Resp. 10

Full-Time 27 Part-Time 6 Program A & P 14; Occ. 2; Support 5

No. Resp. 22

No Response 10

Number of Responses

	LIBRARY						MEDIA CENTER					
	Median	Excell. 5	4	3	2	Poor 1	Median	Excell. 5	4	3	2	Poor 1
1. Physical Facilities												
a. Atmosphere	5	28	11	2			5	19	6	5		
b. Adequacy	5	24	13	4			4	12	13	5		
c. Hours Open	4	19	5	4	1	1	4	12	10	5		2
d. Arrangement	5	27	13		1		4	11	14	4		
2. Staff												
a. Adequacy	5	28	9	3			4	13	11	4	1	
b. Helpfulness	5	35	5	1			5	16	7	3		
c. Efficiency	5	34	6	1			4	13	9	4	3	1
d. Effectiveness	5	33	6	1			5	16	8	3	2	1
3. Materials												
a. Adequacy	5	22	13	4	1		4	11	13	3	1	
b. Availability	5	25	14	1			5	15	9	3	1	
4. Equipment												
a. Adequacy	5	22	13	3			4	14	11	3	1	
b. Availability	5	25	12	3			5	15	9	3	2	

Number of Responses

	Used service? Yes		Service adequate? Yes	
	No.	%	No.	%*
Physical Facilities				
By Respondents	41	95	36	88
By Students	29	67	29	100
Books, Periodicals, etc.				
By Respondents	41	95	33	80
By Students	29	67	25	86
A-V (Non-Print)Materials				
In Class	30	70	28	93
In Media Center	19	44	21	111
Production Facilities	22	51	24	109
A-V Equipment				
Circulation	23	53	28	122
Repair	15	35	18	120
Media Consultant	25	58	19	76
Inter-Library Loan, Fla. Eds. Info. Serv., etc.	13	30	15	115
Reference Service	16	37	22	138

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*Percent of those who used the service

LEARNING RESOURCE CENTER Results: Staff Questionnaire

Instructor 10 Administrator -0- Other Professional -0-

Full-Time 10 Part-Time -0- Program Academic Divisions

No Response _____

Number of Responses

	LIBRARY						MEDIA CENTER					
	Median	Excell. 5	4	3	2	Poor 1	Median	Excell. 5	4	3	2	Poor 1
1. Physical Facilities												
a. Atmosphere	5	8	2				5	6				
b. Adequacy	5	6	4				4	2	4			
c. Hours Open	5	5	3				4	2	2	2		
d. Arrangement	5	8	2				4	2	4			
2. Staff												
a. Adequacy	5	8	2				4	1	4	1		
b. Helpfulness	5	10					4	2	2	1	1	
c. Efficiency	5	10					4	1	3	1	1	
d. Effectiveness	5	10					4	2	2	1	1	
3. Materials												
a. Adequacy	4	3	5	1			4		4			
b. Availability	5	6	4				5	3	2			
4. Equipment												
a. Adequacy	4.5	4	3	1			4	2	3			
b. Availability	5	6	3	1			5	3	2			

Number of Responses

	Used service? Yes		Service adequate? Yes	
	No.	%	No.	%*
Physical Facilities				
By Respondents	10	100	10	100
By Students	8	80	8	100
Books, Periodicals, etc.				
By Respondents	10	100	9	90
By Students	9	90	8	89
A-V (Non-Print)Materials				
In Class	9	90	9	100
In Media Center	6	60	6	100
Production Facilities	3	30	4	133
A-V Equipment				
Circulation	6	60	8	133
Repair	4	40	5	125
Media Consultant	6	60	5	83
Inter-Library Loan, Fla. Eds. Info. Serv., etc.	5	50	5	100
Reference Service	3	30	4	133

*Percent of those who used the service

LEARNING RESOURCE CENTER Results: Staff Questionnaire

Instructor 2 Administrator -0- Other Professional -0-

Full-Time 2 Part-Time -0- Program Occupational Division

No Response _____

	Number of Responses												
	LIBRARY							MEDIA CENTER					
	Median	Excell. 5	4	3	2	Poor 1		Median	Excell. 5	4	3	2	Poor 1
1. Physical Facilities													
a. Atmosphere	4.5	1	1					4.0	1		1		
b. Adequacy	4.5	1	1					4.5	1	1			
c. Hours Open	4.5	1	1					4.5	1	1			
d. Arrangement	4.5	1	1					4.0	1		1		
2. Staff													
a. Adequacy	4.5	1	1					4.5	1	1			
b. Helpfulness	4.5	1	1					4.5	1	1			
c. Efficiency	4.5	1	1					3.5		1	1		
d. Effectiveness	4.5	1	1					4.5	1	1			
3. Materials													
a. Adequacy	4.5	1	1					4.5	1	1			
b. Availability	4.5	1	1					4.5	1	1			
4. Equipment													
a. Adequacy	4.5	1	1					4.5	1	1			
b. Availability	4.5	1	1					4.5	1	1			

	Number of Responses			
	Used service?		Service adequate?	
	Yes		Yes	
	No.	%	No.	%*
Physical Facilities				
By Respondents	2	100	2	100
By Students	1	50	1	50
Books, Periodicals, etc.				
By Respondents	2	100	2	100
By Students	1	50		
A-V (Non-Print)Materials				
In Class	2	100	2	100
In Media Center	1	50	1	50
Production Facilities	2	100	2	100
A-V Equipment				
Circulation	2	100	2	100
Repair	2	100	2	100
Media Consultant				
Inter-Librar' Loan, Fla. Eds. Info.. ',etc.				
Reference Bar	1	50	1	50

*Percent of those who used the service

APPENDIX D

Tables

Table 1

LIBRARY Books and Bound Periodicals	Volumes 6/30/80 No.	 %	Circulation 1979-80 No.	 %
Generalities	402	0.84	194	1.05
Philosophy, Psychology	1,371	2.88	1,343	7.26
Religion	792	1.66	287	1.55
Social Sciences	6,383	13.40	3,119	16.86
Language	262	0.55	110	0.59
Pure Sciences	2,521	5.29	878	4.75
Technology	4,748	9.97	2,814	15.21
The Arts	4,495	9.44	2,958	15.99
Literature	7,376	15.49	3,910	21.14
History, Geography, Travel	4,286	9.00	957	5.17
Biography	1,900	3.99	590	3.19
Fiction and Short Stories	2,636	5.53	1,339	7.24
Reference	5,285	11.10		
Florida Collection	813	1.64		
Professional Collection	476	1.00		
Bound Periodicals	3,887	8.16		
	47,633	100.00	18,499	100.00
Large Print	116	.24		
	47,749			

MEDIA CENTER Software	Items 6/30/80
Art Prints	116
Filmstrips	434
Maps/Charts	119
Motion Picture Films	124
Programmed Instruction Kits*	5,430
Audio Recordings	2,553
Slides	8,402
Overhead Transparencies	942
Videotapes	255

*Individual items counted: filmstrips, records, cassettes, slides.

Sources: LRC Annual Report, LRC Records

Table 2

Growth of Collection

June 30,	Books & Bound Period.	Gov't. Doc.	Micro-Forms
1974	39,093	25,000	
1975	39,302	30,000	4,860
1976	41,126	40,000	5,538
1977	43,077	40,000	
1978	44,350	40,000	6,246
1979	45,930	40,000	6,464
1980	47,749	40,000	6,891

Table 3

Attendance

	LIBRARY			MEDIA CENTER		
Year	L-SCC Personnel	Students & Others	Total	L-SCC Personnel	Students & Others	Total
1974-75	2,286	96,705	98,991	1,150	7,481	8,631
1975-76	2,554	107,739	110,293	2,386	11,606	13,992
1976-77	2,714	121,664	124,378	2,942	19,405	22,347
1977-78	2,241	113,604	115,845	4,428	22,614	27,042
1978-79	2,282	96,616	98,898	4,108	22,925	27,033
1979-80	2,708	98,048	100,756	1,836	8,761	10,597

Sources: LRC Annual Reports

Table 4

Library Cards Issued

Year	Total	Non-Students* No.	%
1979-80	1,381	497	36
1980-81**	1,280**	480	38
Total	2,661	977	37

*Estimated by cards issued after the close of registration
**Through May

Source: LRC Records

Table 5

Inter-Library Loans

1979-80 - 200

Source: LRC Annual Report

Table 6

Media Production, 1979-80

Cassettes and Tapes	119
Cassettes Duplicated	502
Photographs	184
Slides	252
Slide Sets	2
Transparencies	1,194
Videotapings	300
Video Dubbings	7
Editing	5

Table 7

Expenditures for Learning Resources

	LRC Expenditures	
Year	Amount	% of E & G
1974-75	124,943.98	7.67
1975-76	138,122.15	8.02
1976-77	143,475.68	6.47
1977-78	157,206.16	6.46
1978-79	152,902.28	5.91
1979-80	184,240.66	6.24

Source: Annual Financial Reports

Table 8

LRC Physical Facilities

Type of Space	Actual	Needed by 1986
Office	459	670
Conference Rooms	224	224
Reading/Study	1,866	1,866
Stack	520	520
Open Stack/Reading	6,726	8,500
Processing	1,170	1,170
Study Service	152	152
A/V, TV, etc.	445	2,845
A/V Service	587	587
Total	12,149	16,534

Sources: Facilities Inventory
L-SCC Facilities Needs Assessment

APPENDIX E

Services

LEARNING RESOURCES CENTER

SERVICES OF LIBRARY

Provide Xerox copying
Provide microform copying of print/non-print materials
Provide inter-library loan services
Encourage use of library by non-students
Prepare book reserves
Provide reference service by phone
Provide reference service in-house
Prepare new additions' lists
Provide art displays (oils, watercolors, sculpture, photography, etc.)
Serve patrons and students with print/non-print materials
Furnish reading guidance and reference services.
Give instruction on library usage
Provide professional assistance in material selection
Periodic career (Library Science) counseling
Public Relations
Provide training for new and part-time student help
Prepare subject bibliographies

SERVICES OF THE INSTRUCTIONAL MEDIA CENTER

The following services are offered in full or part depending upon the availability of equipment, personnel and time. Some things done are not time-effective and receive very low emphasis and priority.

Audio-visual production service
Audio-visual equipment services
Instructional media software storage and retrieval
Public Realtions
Instructional designing
Office management
Television production

Broken down into:

Audio-visual counsulting
Film (16MM) rental
Preview/Purchase handling
Catalog cache
Equipment circulation
Equipment maintenance
Graphic production (limited)
Photography (limited)
Television production (limited)
Public Relations (informal for college)
Systems design
Instructional design
Counter service (reference, etc.)
Maintenance/repair (limited)
Transparency production
Slide set production
Slide duplication production
Audiotape production
Training for new personnel
Maintain preview area
Reserve materials
Closed circuit TV distribution system (limited)
Telecourse storage
Grant search and writing
Typewriter for student use

APR 16 1982

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